



GARDNERVILLE TOWN BOARD

Minutes

October 4, 2005

- The meeting was called to order by Chairman Cook. The Pledge of Allegiance was led by Paul Lindsay

PRESENT:

Thomas J. Cook, Chairman
Michael W. Philips, Vice-Chairman
Randall P. Slater
Jerry L. Smith
Paul A. Lindsay

Scott Doyle, District Attorney
Jennifer Roman, JWA Consulting Engineers
Jeff Summers, Maintenance Foreman
Carol Louthan, Administrative Assistant

ABSENT:

Jim Park, Town Manager

GUESTS: A list of those present is included in the file of October 4, 2005 meeting.

- Approval of the Agenda

Motion Philips/Smith to approve the agenda as written. Motion carried unanimously.

- Approval of Previous Minutes
 - September 6, 2005 Board meeting

Motion Slater/Smith to approve the minutes of September 6, 2005. Motion carried unanimously.

- Discuss Good News in Gardnerville

East Fork Hotel is being renovated. Perry's Dry Goods is being remodeled. Bungalows at the Ritchford Hotel are being renovated, and the building where Sierra Dojo was will become an organic coffee house.

- **Public Comment on Any Item Not on Tonight's Agenda-No Board Action**

No public comment.

CONSENT CALENDAR

Consent items may be pulled at the request of Board Members wishing to have an item or items further discussed. When items are pulled for discussion, they will be automatically placed at beginning of the Administrative Agenda. All items shall include discussion and possible action.

- **Motion to approve consent calendar.**

TOWN DEPARTMENTS

1. Accept Health and Sanitation Monthly Report
Accepted
2. Accept Public Works Monthly Report
Accepted
3. Accept Parks Department Monthly Report
Accepted

CORRESPONDENCE

4. Correspondence
Read and noted

TOWN MANAGER

5. Approve Claims for September 2005
Approved

Motion Lindsay/Philips to approve the consent calendar. Motion carried unanimously.

ADMINISTRATIVE AGENDA

IF ANY ITEMS WERE PULLED FROM THE CONSENT CALENDAR, THOSE ITEMS WILL BE HEARD AT THIS POINT

TOWN BOARD

6. Discussion and possible action to annex the Virginia Ranch parcels within the Gardnerville Planning Area, 1205 Highway 395, APN's 1220-03-000-022, 1220-03-000-034 and 1220-03-000-036, Sierra Nevada SW Enterprises, owner and applicant

Mrs. Roman pointed out this is a request pursuant to the approval of the specific plan for Virginia Ranch. One of the conditions was to annex into the Town.

Mr. Keith Ruben, representing the applicant, had nothing to add.

No questions. No public comment.

Motion Slater/Smith to approve the annexation of APN 1220-03-000-022, 1220-03-000-034 and 1220-03-000-036. Motion carried unanimously.

7. Discussion and possible action on accepting three open space parcels (open space parcels E, F, and G) within the Arbor Gardens neighborhood

Chairman Cook will excuse himself from this item since this is a possible conflict.

Mrs. Roman reported these are open space parcels. Based on the size and location they are not usable as landscaped open space. One area will be concrete; the others will be left gravel. These will be maintained by the Town. They are adjacent to the Town's roadway. Improvements will be made by the developer. They are easy maintenance improvements.

No public comment.

Mrs. Rose Cook advised one of the things they discussed is the one parcel is open drainage. They had talked about putting bollards in to protect the area. There is already curbing. They would concrete it. Another area is also open where the drainage ditch is and whoever owns the adjacent property will have to extend that piping. That would be gravel and if bollards are necessary they will put that in. They feel at this time it might be better to leave it until the other property develops.

Motion Smith/Lindsay to accept the dedication of open space parcels E, F and G with improvements to be made by the developer as noted. Motion carried with Chairman Cook abstaining.

8. Discussion and possible action to annex the parcels in the Park-Anker development located south of the Gardnerville-Minden town limit point of demarcation generally located at the future extension of Zerolene Road, APN's or portions thereof of 1320-33-001-001 and 1320-33-001-002

Mrs. Roman displayed a map showing the annexation area for the Town of Gardnerville. She has requested from the applicant the legal descriptions so they can get the correct line descriptions for the annexation.

Mr. Ruben, representing the applicant, advised on APN 1320-33-001-002, it will be a portion of that parcel, approximately 11 acres. They have to do a true survey for the legal description.

No Public comment.

Motion Slater/Philips to approve the annexation of APN's or portions thereof, 1320-33-001-001 and 1320-33-001-002. Motion carried unanimously.

9. Discussion and possible action regarding the 10-year update of the Douglas County Master Plan, (general Board discussion)

Chairman Cook asked if there was anything they needed to discuss?

Mr. Philips asked if Ray Smith was going to take the proposal to NDOT?

Chairman Cook stated the proposal will be passed on to Bruce Race and look at it as part of the Gardnerville Plan for Prosperity.

Mrs. Roman will take a look at this in depth later.

Mr. Slater wanted to let those present know this was something that was submitted to them, not something that they are planning on at the moment.

Mr. Philips wanted everyone to know it didn't come from the Board. It was from a resident of Gardnerville.

Chairman Cook would like to talk to the County about taking 100 feet from the north side of Chichester and making that a linear park that would be dedicated to the Town. That would be 100 feet wide and keep anyone from building behind Chichester. There will be more discussion later.

No public comment.

This item will be continued each month.

10. Discussion and possible action regarding design elements of the NDOT Landscape and Aesthetics plan for the US 395 corridor, including landscaped medians on US 395

Mrs. Roman mentioned she had to cancel the meeting with Jim to go over the driveway accesses on to 395, so that will have to be rescheduled.

Chairman Cook believed this is an informational item and will be on the agenda each month.

11. Discussion and possible action on Resolution 2005R-083, a resolution establishing the Gardnerville Debt Service Fund

Chairman Cook pointed out this is to get the account set up for Main Street Lighting debt service.

Motion Slater/Lindsay to adopt Resolution 2005R-083. Motion carried unanimously.

TOWN ENGINEER

12. Accept Town Engineer's monthly report of activities

Mrs. Roman asked if there were any questions. V & C is working on closeout documents for Toiyabe sidewalks. Staff is ready to release the final payment once they get all the paperwork.

13. Discussion and possible action to award or reject Bid No. 2005-06, Main Street Sidewalks Phase II

Mrs. Roman advised they received two bids on the project. They had anticipated the project being over \$100,000. Luckily the low bid came from V & C for \$97,647.00. So they are not subject to prevailing wage on this project. The project includes the sidewalk in front of Carol Yparraguire's, a drain inlet at the intersection of Mill and 395, curb ramp at the intersection of Toiyabe and Toler and also replacing the valley gutter that crosses between Toiyabe at the curve near Toler and Lampe. They are also going to be redoing Mrs. Yparraguire's driveway, widening it and putting in curb radii so people aren't driving over the curb to get into the driveway; replacing a section of irrigation pipe that is under the sidewalk with PVC pipe. Sierra Pacific is supposed to be moving the pole and putting in a temporary pole in farther down. They will be putting in three tree grates for future tree installations. Jim has obtained an easement from Mrs. Yparraguire for the guy. Recommendation is to award the contract to V & C for \$97,647.

No public comment.

Motion Smith/Philips to award V & C Construction in the amount of \$97,647. Bid No. 2005-06, Main Street Sidewalks Phase II. Motion carried unanimously.

TOWN MAINTENANCE FOREMAN

14. Accept Town Maintenance Foreman's monthly report of activities

Mr. Summers reported staff has been working in Chichester trying out different products for crack sealing. They will be out crack sealing next week. They have tried the material Flowmix. It's an epoxy.

Mr. Slater asked if they were going to replace the blacktop where the tree roots are coming up?

Mr. Summers indicated Mr. Park was thinking about doing it in concrete.

TOWN MANAGER

15. Accept Town Manager's monthly report of activities

Chairman Cook noted the report is included in packets. Jim can go over it again next month. He has requested \$25,000 from the County to start a parking district feasibility study.

Mr. Slater asked on Park/Anker he understood the annexation had to be done before there was any action taken on the 28 acres. Is that still in the works?

Chairman Cook answered that was correct. It is still in the works. The 28 acres is a part of the plan. They must annex first before donating the land to the Town.

Motion Philips/Lindsay to adjourn at 5:20 p.m.

Respectfully Submitted,

Thomas J. Cook
Chairman

Carol Louthan
Administrative Assistant